



# Foreign Affairs Manual

## 5 FAM – INFORMATION MANAGEMENT

**Change Transmittal:** IM-66

**Date:** September 14, 2005

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### **5 FAM 220 COMMUNICATIONS TO THE UNITED NATIONS AND OTHER INTERNATIONAL ORGANIZATIONS**

### **5 FAM 230 THE ORGANIZATION OF AMERICAN STATES (OAS)**

### **5 FAM 1200 UNASSIGNED**

## **CHANGES**

1. This Change Transmittal adds two subchapters to 5 FAM 200 (Correspondence). 5 FAM 220 and 5 FAM 230 incorporate existing language from 5 FAM 1200, which is now unassigned.
2. **Change Transmittal** has replaced the term, Transmittal Letter. Change Transmittal was selected as being more appropriate in this age of electronic information transmission. The FAM volume's transmittal acronym and numerical series remain in place.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

## **Filing Instructions (Paper Copies)**

1. Remove **5 FAM 220 through 290 unassigned** and insert 5 FAM 220 (CT:IM-66, 09-14-2005, 3 pages) and 5 FAM 230 (CT:IM-66, 09-14-2005, 2 pages).
2. Remove **5 FAM 1210** (TL:IM-20, 11-01-1995, 2 pages) and remove **5 FAM 1220** (TL:IM-28, 11-01-1999, 2 pages) and insert the revised 5 FAM 1200 unassigned (CT:IM-66, 09-14-2005, 1 page).
3. After inserting the material in the binder, insert this transmittal letter immediately following the CT Checklist, then fill in the entry line for CT:IM-66, and initial.

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**(IRM/BPC/RG)**